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DDA 93-0054/49  
9 December 1983

MEMORANDUM FOR: Director of Central Intelligence

FROM: Harry E. Fitzwater  
Deputy Director for Administration

SUBJECT: Weekly Report for Period Ending 9 December 1983

1. Progress reports on tasks assigned by DCI/DDCI:

None.

2. Items/events of interest:

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e. Quality of Life Program: Painting of the gymnasium, locker rooms, and running track has been completed. In addition, mirrors are being installed in the exercise room.

f. The Office of Security, in coordination with the Office of Logistics, conducted a study of the Headquarters compound to examine areas which could be vulnerable to a "Beirut-style" terrorist attack. The study has resulted in the identification of several areas which require security enhancement. Various static and hydraulically operated barricades which would prove suitable as a countermeasure are under consideration.

g. In connection with the burglary of an Agency staffer's home in which check books, including a Credit Union share draft account, were stolen, representatives of the Physical Security Division initiated an investigation to determine how the perpetrator was able to cash checks at the Credit Union. During the Division's investigation, the individual was caught in the act. The arrest was made by the Arlington County Police Department.

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### 3. Significant activities anticipated during the coming week:

a. On Monday, 12 December at 1900 hours the DDA will address the Office of Personnel Recruiters' Conference at the

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b. At 1600 hours on Friday, 16 December, the DDA will meet with the DCI and Gerald P. Carmen, Administrator of GSA.

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Harry E. Fitzwater

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